



HIGHWOOD PARISH COUNCIL

9th September 2024

Members of Highwood Parish Council, you are hereby summoned to attend the
The Parish Council Meeting on Monday 16th September 2024 @ 7.30pm
held in Highwood Village Hall (foyer)

Signed: *S Gaeta*
Clerk

THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT MODE **AGENDA**

30/24 Apologies for Absence

A vote to be taken to accept apologies and the reasons submitted.

31/24 Declaration of Interests/Recording at Meetings

All Members to be reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified them about it. The Chairman to give members the opportunity to declare any interests and note them.

Councillors/Members of the Public to declare their intention to record the Meeting.

32/24 Minutes

The Minutes of the Parish Council Meeting of 15th July 2024 to be approved and signed.

33/24 Cllr. Mike Steel/Cllr. Nicolette Chambers

To receive reports from County and City Councillors.

34/24 Public Forum

The Chairman to allow a maximum of 15 minutes for the public to address the Council.

35/24 Clerk's Report

To receive a report from the Clerk.

36/24 Reports from Representatives

- a) School Liaison
- b) Play Area

37/24 Finance and General Purposes

- a) To review and approve payments made between 16th July 2024 and the date of this meeting.
- b) To note the conclusion of the External Audit for financial year 2023/24.
- c) To receive the budget update.
- d) To review and adopt the Vexatious Complainant Policy.



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38/24 Planning

To note the following submissions made outside of the meeting:

- (i) 24/00936/FUL – Change of use of agricultural land to use for equestrian purposes with the construction of a menage at Aves Farm, Ingatestone Road, Highwood. **No comment.**

39/24 Environment

- a) To consider quotes received for the play area maintenance highlighted on the annual inspection and to appoint a contractor.
- b) (i) To receive an update on the CCTV column review and outcome of investigation into further appropriate sites, if available at the meeting. (ii) To consider further actions as a result.
- c) To consider whether to fund a speed survey outside of the school at a cost of £370, or agree any other actions.
- d) To consider what action can be taken, if any, regarding parking in Nathan's Lane.

40/24 General Information